



TANZANIA MENTORS ACTION

House No 02, Plot no 92, Block HH, Dodoma City, Itega Off-Singi da road, TMA Road,
P.O BOX 4278, Dodoma – Tanzania.

Tel: +255735850950, E-Mail: info@tma.or.tz Website: www.tma.or.tz

JOB OPPORTUNITIES

Background

TMA is one of the leading non-governmental organizations conducting research, mentorship, and consultancy in Tanzania. It was established to strengthen the national and international economic inclusive development, governance, programmatic and fiscal accountability through the use of broad spectrum of resource database of Mentors and researchers in Finance, Management, ICT, Human Resources and Governance. Currently, TMA is providing Mentoring to Both public and private sectors on the improvements of its Systems for better provision of service delivery to the community.

Tanzania Mentors Action is seeking applicants to fill 16 positions for Principal Economists (4), Civil Society (CSOs) and Local Government Experts(4), Conflict Prevention (4), Peace Building Specialists (4) and Impact Evaluation Specialists (4) for the anticipated funding call released by the European Union. The incumbent should have experience and skills as stipulated below.

1. PRINCIPAL ECONOMISTS (4 Positions)

Qualifications and Skills of Principal Economists

- A. Post-graduate qualification in Economics, Public Finance, Accounting, or another related field
- B. Demonstrate experience in Macro economic analysis, macroeconomic Policy, Debt sustainability, Economic Vulnerability and Oversight recapitalization in financial sectors.
- C. Demonstrated experience in technical assistance and capacity building of policy reforms, Public Finance Management, Domestic Revenue mobilization and Budgeting for central government for not less than 10 years in planning, budgeting, revenue and taxation, accounting, public procurement, and internal, anti-corruption measures, digital dimension of PFM and external audit at the central or local levels.
- D. Demonstrated experience delivering institutional strengthening assistance to national and/or sub-national entities in public financial management.
- E. Competent in tax administration assessment, extractive industry revenue, tax policy and tax administration, international tax governance, transfer pricing-anti money laundering and illicitly financial flows, customs-fiscal impact of trade policies or regional integration-export import controls.



TANZANIA MENTORS ACTION

House No 02, Plot no 92, Block HH, Dodoma City, Itega Off-Singi da road, TMA Road,
P.O BOX 4278, Dodoma – Tanzania.

Tel: +255735850950, E-Mail: info@tma.or.tz Website: www.tma.or.tz

- F. Capacity in budget operation including eligibility assessment, design of operation, payment verification and evaluation of budget operation.
- G. Demonstrated experience designing PFM training materials or manuals.
- H. A candidate with CPA will have an added advantage.
- I. Professional experience in Tanzania.

Duties and Responsibilities of the Principal Economists

- I. Design assessment and diagnostic tool for public expenditure and financial accountability
- II. Build capacity on Public Administration reforms in digital dimension, public procurement, debt management, Public Sector accounting, auditing, public investment, and asset management.
- III. Prepare public expenditure and Public Management Report
- IV. Prepare green budget and gender budget.
- V. Review tax policy and tax administration efficiency, effectiveness, fairness, and transparency
- VI. Assessment of tax administration, extractive industry revenue, tax policy, international tax governance, transfer pricing-anti money laundering and illicitly financial flows, customs-fiscal impact of trade policies or regional integration-export import controls.
- VII. Assessment of budget operation including eligibility assessment, design of operation, and payment verification.

2. CSOs AND LOCAL GOVERNMENT EXPERTS (4 positions)

Qualification and Skills of the CSOs and Local Government Experts

- A. Post-graduate in Public Administration, Community and International Development, Business Administration, Public Relations, Human Resource Management, or other related field
- B. Demonstrate capacity in Policy advocacy and dialogue at national, regional, and international level!
- C. Improve capacity and ability of local civil society partners to uphold and promote enabling environment for networking and partnerships for CSOs and their associations.



TANZANIA MENTORS ACTION

House No 02, Plot no 92, Block HH, Dodoma City, Itega Off-Singi da road, TMA Road,
P.O BOX 4278, Dodoma – Tanzania.

Tel: +255735850950, E-Mail: info@tma.or.tz Website: www.tma.or.tz

- D. Demonstrate experience in training of development strategies that include advocacy, internal governance, decision-making processes, accountability and transparency, human resource management and development and fundraising in the CSOs.
- E. Experience in the decentralization processes, Local Authority enhancement, Territorial Approach, and local development strategies
- F. Experience in community-based development with a special focus on youth, gender and local economic development.

Duties and Responsibilities of CSOs and Local Government Experts

- I. Enhance Civil Society Organizations and their Associations on their roles as actors of good governance and development.
- II. Strengthen capacities of local CSOs to engage in policy dialogue at national, regional and international level.
- III. Improve capacity and ability of local civil society partners to uphold and promote an enabling environment in respective partner country.
- IV. Capacity building (development of strategies, management and human resource development including design and delivery of training and other forms of support in all aspects of organization at strategic and functional level, advocacy, internal governance, decision-making processes, accountability and transparency, fund raising and networking at local, national, regional and international level)

3. CONFLICT PREVENTION AND PEACE BUILDING SPECIALISTS (4 positions)

Qualifications and Skills of Conflict Prevention and Peace Building Specialists

- A. Post-graduate in conflict, peace and Security or another related field.
- B. Experience in Emergencies and Post Emergencies support
- C. Ability to develop post-conflict transition plans, Risk mitigation, including planning of complex missions, transport, provision of security, telecommunications.
- D. Ability to provide Logistical support to operations which includes transport, provision of security, telecommunications.
- E. Experience in Monitoring/observing cease-fire/peace accords and agreements.



TANZANIA MENTORS ACTION

House No 02, Plot no 92, Block HH, Dodoma City, Itega Off-Singi da road, TMA Road,
P.O BOX 4278, Dodoma – Tanzania.

Tel: +255735850950, E-Mail: info@tma.or.tz Website: www.tma.or.tz

- F. Demonstrate experience in information management and analysis and media support in crisis/emergency situations including updates of Conflict Analyses and Humanitarian Development Peace (HDP) nexus planning.
- G. Support to Women, Youth, Peace and Security initiatives
- H. Conflict sensitivity assessments of EU programs at any stage of the programs cycle

Duties and Responsibilities of Conflict Prevention and Peace Building Specialists

- I. Coordination among humanitarian, development, and peace actors and/or actions to bridge the gap between short, medium and long-term solutions to reduce needs and to face root causes of fragility.
- II. Strengthening of the different dimensions of resilience (economic, environmental, political, environmental, security and societal) at individual, community, and state level
- III. Capacity building in support of development and security for development to military actors within the context of broader security sector reform (SSR)
- IV. Main-streaming of conflict prevention, conflict-sensitivity, greater human security and R2P (Right to Protect) amongst security actors in fragile states or in crisis-prone or post-conflict areas.
- V. Development of risk-management methodologies and risk assessments for capacity building in support of development and security for development to military actors and for broader SSR
- VI. Development of performance benchmarks including indicators (output, outcome and impact) and tracking of spending for capacity building in support of development and security for development to military actors and for SRR support
- VII. Conflict-Risk and Conflict-Analysis Assessments (including 'do-no-harm') facilitating a shared understanding and regular monitoring of capacity building in support of development and security for development.
- VIII. Fight against organized crime (incl. drugs) and terrorism, Security sector reform (including police reform and exercise of civilian control over the military), Defense reform, Intelligence and security service reform, Police reform, Justice reform, Prison reform, Private security and military companies, Integrated border management, International law enforcement cooperation, Law enforcement, Border management, Customs, Criminal justice, Fight against organized crime and illicit trafficking, Prevention of violent



TANZANIA MENTORS ACTION

House No 02, Plot no 92, Block HH, Dodoma City, Itega Off-Singi da road, TMA Road,
P.O BOX 4278, Dodoma – Tanzania.

Tel: +255735850950, E-Mail: info@tma.or.tz Website: www.tma.or.tz

- extremism, Fight against terrorism including financial aspects (CFT/AML), Cybersecurity, Transport & infrastructure protection, Public space protection, aviation security and maritime security
- IX. Development of Post-conflict transition plans, including employment generation, restoration of access to justice for affected populations, formal and informal/community-based transitional justice processes and security measures.
 - X. Development of Risk mitigation, including CBRN, explosives and its precursors. Improvised Explosives Devices
 - XI. Provide Logistical support to operations (including planning of complex missions, transport, provision of security, telecommunications)

4. IMPACT EVALUATION SPECIALISTS (4 positions)

Qualification and Skills of Impact Evaluation Specialists

- I. Post graduate degree in Monitoring and Evaluation, statistics, economics, or any other related field from a recognized institution.
- II. Ability to develop Ex-ante, Midterm, Ex-post, and Final Evaluations.
- III. Knowledgeable in Risk Assessment, Counterfactual Impact Evaluations
- IV. Knowledge on Evaluation of various Interventions
- V. Experience in designing and managing thematic Evaluation data. (Grouping of interventions in a specific area)

Duties of the Impact Evaluation Specialists

- I. Conduct Ex-ante, Midterm, Ex-post, and Final Evaluations.
- II. Conduct Evaluation of primary interventions
- III. Conduct counterfactual Impact Evaluation.
- IV. Conduct Thematic Evaluation of intervention Impact.



TANZANIA MENTORS ACTION

House No 02, Plot no 92, Block HH, Dodoma City, Itega Off-Singi da road, TMA Road,
P.O BOX 4278, Dodoma – Tanzania.

Tel: +255735850950, E-Mail: info@tma.or.tz Website: www.tma.or.tz

How to Apply

Before March 18, 2023, candidates should send cover letter, cv with three referees, and any other pertinent documents to the Chief Executive Officer of Tanzania Mentors Action at Box 4278 Dodoma via email at application@tma.or.tz Only successful candidates will be contacted. Hard copies, personal visits or phone calls to this office are discouraged. Tanzania Mentors Action is an equal employer and encourages all qualified persons to apply, notably qualified women and people with disabilities.